



Department: **Department Of Health And Human Services**

Agency: **Indian Health Service**

Sub Agency: **Billings Area Indian Health Service**

Job Announcement Number:

**BA-08-12**

Overview

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## Diagnostic Radiologic Technician - Technologist (Mammograph)

**Salary Range:** 30,522.00 - 54,045.00 USD per year

**Open Period:** Friday, August 01, 2008  
to Wednesday, December 31, 2008

**Series & Grade:** GS-0647-4/8

**Position Information:** May be Full-Time, Part-Time, Intermittent, Subject to rotating shifts, Subject to call-back

**Promotion Potential:** 8

May be Permanent, Temporary NTE, Term APPT NTE

**Duty Locations:** Few vacancies - Billings, MT Few vacancies - Arapahoe, WY Few vacancies - Ft. Washakie, WY Few vacancies - Lame Deer, MT Few vacancies - Wolf Point, MT Few vacancies - Poplar, MT Few vacancies - Crow Agency, MT Few vacancies - Harlem or Hays, MT Few vacancies - Lodge Grass or Pryor, MT Few vacancies - Browning or Heart Butte, MT

### Who May Be Considered:

Applications will be accepted from United States citizens and nationals.

Excepted Service Examining Plan Candidates (ESEP)

Merit Promotion Plan Candidates (MPP)

Commissioned Officers

<http://www.ihs.gov/JobCareerDevelop/JobAtIHS/doc/WhichplanshouldIselect.doc>target=newwin>

Which hiring plan should I select?</a>

This Vacancy may be filled through Office of Personnel Management's delegated Direct Hire Authority.

### Job Summary:

Become a part of the Department that touches the lives of every American! At the Department of Health and Human Services you can give back to your community, state, and country by making a difference in the lives of Americans everywhere. Join HHS and help to make our world healthier, safer and better for all Americans.

### JOB SUMMARY:

The Indian Health Service (IHS), an agency within the Department of Health and Human Services, is responsible for providing federal health services to American Indians and Alaska Natives. The IHS provides a comprehensive health services delivery system for American Indians and Alaska Natives with opportunity for maximum tribal involvement in developing and

managing programs to meet their health needs.

**ORGANIZATIONAL LOCATION:** *Department of Health and Human Services (HHS), Indian Health Service (IHS), Positions can be filled under this vacancy announcement as vacancies occur throughout the Billings Area*

**MONTANA:** *Browning, Heart Butte, Crow Agency, Lodge Grass, Harlem, Hays, Poplar, Wolf Point, Lame Deer*

**Wyoming:** *Ft. Washakie, Arapahoe*

**POSITION DETAILS:**

Merit Promotion Position: Yes

Travel Required: Yes, Occasional

Supervisory/Managerial Position: May be filled under this announcement (You may be required to serve a one year probationary period)

Relocation Expenses Paid: May be paid

Is position covered by PL 101-630? Yes (See item #7 in the How to Apply Tab)

Is drug testing required? No

Is government housing available? Yes (depending on availability)

The Indian Health Service is required by law to give absolute preference to qualified Indian applicants and employees who are qualified and suitable for Federal employment. The Indian Health Service (IHS) by law is committed to affording employment preference to American Indian and Alaska Native candidates who meet the Secretary of the Interior's definition of Indian for appointment to vacancies within the IHS in accordance with established IHS policy as outlined in the Indian Health Manual Part 7, Chapter 3. In other than the above, the Indian Health Service is an Equal Opportunity Employer.

**Key Requirements:**

- Bonus may offered.
- Position subject to Level V or Level VI Background/Security clearance.

**Duties**

**Major Duties:**

**DUTIES AND RESPONSIBILITIES:** **Diagnostic Radiologic Technician/Technologist:** Performs procedures and examinations in hospitals and clinics under the direction of radiologist and other medical officers to produce radiographic studies used in medical diagnosis and treatment. Receive and interpret requests of instructions for Radiologic procedures. Sets up X-ray room. Place the patient in the positions to obtain the views requested. Assist radiologist during fluoroscopic and special procedures. Utmost care is taken at all times to minimize the patient's exposure to radiation. Recognize and reports malfunctioning equipment and perform clerical duties. May develop X-ray film. **Mammography:** Performs a variety of mammographic examinations. Responsible for image quality, patient positioning, compression, image

production and film processing. Responsible for specific quality control procedures. Independently makes standard examinations. Confers with radiologist to establish requirements of nonstandard examinations and determines technical factors, positioning, and number of images to satisfy the requirements. Maintains records of patients treated, examinations performed, and results sent. Advises patient and/or referring physician of results of examination and provides a copy of the Diagnostic Imaging report. Makes minor adjustments to equipment such as setting up grids and filters.

**NOTE: Public Law 97-35 requires that persons who administer Radiologic procedures meet the credential standards which are set forth in 42 CFR, Part 75. Essentially, they must (1) have successfully completed an education program which meets or exceeds the standards described on that regulation and is accredited by an organization recognized by the Department of Education, and (2) be certified as radiographers in their field. The following meets these requirements.**

1. Persons employed by the Federal Government as radiologic personnel prior to the effective date of the regulation (January 13, 1986) who show evidence of current or fully satisfactory performance or certification of such from a licensed practitioner such as a doctor of medicine, osteopathy, dentistry, podiatry, or chiropractic who prescribes radiologic procedures to others.
2. Persons first employed by the Federal Government as radiologic personnel after the effective date of the regulation who (a) received training from institutions in a State or foreign jurisdiction that did not accredit training in that particular field at the time of graduation, or (b) practiced in a State or foreign jurisdiction that did not license that particular field or did not allow special eligibility to take a licensure examination for those who did not allow special eligibility to take a licensure examination for those who did not graduate from an accredited educational program, provided that such persons show evidence of training, experience and competence as determined by OPM or the employing agency.

#### Qualifications and Evaluation

##### **Qualifications:**

**QUALIFICATION REQUIREMENT:** Except for the substitution of education as provided in the Operating Manual for Qualification Standards, applicants must meet the following basic requirements in addition to the following types of experience, in the amounts indicated.

**GENERAL EXPERIENCE:** Any type of work that demonstrates the applicant's ability to perform the work of the position, or experience that provided a familiarity with the subject matter or processes of the broad subject area of the occupation.

**SPECIALIZED EXPERIENCE: (for positions at GS-4 and above):** Experience in the operation of diagnostic radiology equipment under the direction of radiologist or other medical officers to produce radiographic studies used in medical diagnosis and treatment. **OR**

**EDUCATION AND TRAINING:** Qualifying educational programs for radiography and radiation therapy technology are available in accredited colleges, universities, hospitals, medical schools, or postsecondary technical or vocational schools. Education or training from programs based in hospitals must have been from those hospitals that were accredited at the time of the education or training by the Joint Commission on Accreditation of Hospitals or by the American Osteopathic Association.

**NOTE:** Graduate education or an internship meets the specialized experience required above GS-5 *only* in those instances where it is directly related to the work of the position. One full year of graduate education meets the requirement for GS-7. Two full years of graduate

education or a master's degree meets the requirements for GS-9. One year of full-time graduate education is considered to be the number of credit hours that the school attended has determined to represent 1 year of full-time study. If that information cannot be obtained from the school, 18 semester hours should be considered as satisfying the 1 year of full-time study requirement. Part-time graduate education is creditable in accordance with its relationship to a year of full-time study at the school attended.

**GS-4 :** 2 years above high school with courses related to the occupation, if required *or* Successful completion of a full-time training course of at least 12 months' duration in a post-high school radiography program or 6 months of General Experience or 6 month of Specialized Experience.

**GS-5:** 4-year course of study above high school leading to a bachelor's degree with courses related to the occupation, if required *or* Successful completion of a full-time training course of at least 24 months' duration in a post-high school radiography program \* or 1 year equivalent to at least GS-4

**GS-6 and above:** See the NOTE under the Education section or 1 year equivalent to at least next lower grade level

\* Successful completion of a course for medical radiologic technicians in the Armed Forces is qualifying on a month-for-month basis up to the 1 year of specialized experience required for GS-5.

Equivalent combinations of education and experience are qualifying for all grade levels and positions for which both education and experience are acceptable.

**SUPERVISORY POSITIONS:** For supervisory positions, the Qualification Standard for Supervisory Positions in part IV of the Qualifications Standards Operating Manual must be used in conjunction with this standard.

**DRIVER'S LICENSE:** For certain positions, applicants may be required to have a valid state driver's license.

Positive Education Requirements: This position has specific educational requirements. To qualify for this position, you must possess the required education as noted under Qualifications.

If selected and you are qualified based on education you must provide an official transcript.

**TIME IN GRADE REQUIREMENT:** Federal status applicants must have completed at least 52 weeks of service in a position no more than one grade lower than position to be filled. If selected under the Excepted Service Examining Plan individuals may be appointed without regard to time-in-grade requirement.

**How You Will Be Evaluated:**

**BASIS OF RATING:** There is no written test. Candidates will be rated on a scale of 70 to 100, based on the extent and quality of your education, experience, and training as they relate to the duties of the position and grade your applying for. Your rating will be based on the information on your application and on any additional information obtained by this office. You will be rated for all grade levels for which you qualify and indicate you will accept. Indian preference candidates will be rated against the Preston Standards.

**RANKING FACTORS:** Applicants who meet the qualification requirements described above will be further evaluated to determine the extent to which their education, work related experience, training, awards, professional recognition and supervisory appraisals indicate they possess or have the potential to acquire knowledge, skills, abilities, and personal characteristics, (KSAP's) required to perform the duties and responsibilities described above.

KSAP'S SUPPLEMENTAL QUESTIONNAIRE

**Applicants are encouraged to address the following KSAP's on a separate sheet of paper attached to their application.**

**The KSAP's will be the basis for determining which applicants are best qualified.**

Diagnostic Radiologic Technician/Technologist:

1. Knowledge of radiological procedures and radiation protection standards to include proper patient positioning and diagnostic technique. Please cite examples and describe.
2. Ability to interpret and use the sensitometer, densitometer, stepwedge, spintop, grid cassette and Wisconsin cassette. Please cite examples and describe.

Diagnostic Radiologic Technologist (Mammography):

1. Knowledge of mammography techniques and procedures. Please cite examples and describe.
2. Knowledge of Radiographic procedures. Please cite examples and describe.
3. Ability to communicate. Please cite examples and describe.

Benefits and Other Information

**Benefits:**

You may participate in the Federal Employees Health Benefits program, with costs shared with your employer. More info: <http://www.usajobs.gov/jobextrainfo.asp#FEHB>.

Life insurance coverage is provided. More info: <http://www.usajobs.gov/jobextrainfo.asp#life>

Long-Term Care Insurance is offered and carries into your retirement. More info: <http://www.usajobs.gov/jobextrainfo.asp#ltci>

New employees are automatically covered by the Federal Employees Retirement System (FERS). If you are transferring from another agency and covered by CSRS, you may continue in this program. More info: <http://www.usajobs.gov/jobextrainfo.asp#retr>

You will earn annual vacation leave. More info: <http://www.usajobs.gov/jobextrainfo.asp#VACA>

You will earn sick leave. More info: <http://www.usajobs.gov/jobextrainfo.asp#SKLV>

You will be paid for federal holidays that fall within your regularly scheduled tour of duty. More info: <http://www.usajobs.gov/jobextrainfo.asp#HOLI>

**Other Information:**

DIRECT HIRE AUTHORITY -This vacancy may be filled through Office of Personnel Management's delegated Direct Hire Authority. If so, the following is applicable: all applicants who meet the basic qualification requirements will be forwarded to the Selecting Official for consideration. The 'rule of three', Veterans' preference and traditional rating and ranking of applications do not apply to this vacancy.

For more information on OPM's authorization of Direct Hire Authority, please visit [http://www.opm.gov/employ/direct\\_hire/index.asp](http://www.opm.gov/employ/direct_hire/index.asp). Applicant must undergo a background investigation and be able to qualify for appropriate security clearance, unrestricted access to secure areas. Must possess a valid State government-issued driver's license. Subject to shift operations, to be on-call 24 hours a day, 7 days a week, independent of shift assignments. In addition to the normal salary range, when applicable requirements are met, this position may provide additional compensation through one or more of the following: Physicians Comparability Allowance, Physicians Special Pay or a Recruitment Bonus.

When promotion potential is shown, the agency is not making a commitment and is not obligated to provide future promotions to you if you are selected. Future promotions will be dependent on your ability to perform the duties at a higher level, the continuing need for an employee assigned to the higher level, and administrative approval.

The materials you send with your application will not be returned.

If you are selected at a grade lower than the highest shown in this listing, you will be placed under a career development plan and can be non-competitively promoted when you successfully complete the requirements for the higher grade.

Veterans Information

Displaced Federal employees ICTAP criteria.

CTAP Information

IHS-OPERATED PROPERTIES ARE "TOBACCO FREE"

Measles and Rubella immunization required for selectees born after 1957.

Male applicants born after December 31, 1959 must be registered with the Selective Service.

This position may be covered under a bargaining unit.

Candidates must meet time-after-competitive appointment, time-in-grade (if applicable), qualification requirements, licensure requirements, performance requirements, citizenship and suitability requirements, and any other eligibility requirements

How to Apply

**How To Apply:**

Choose one of the following forms to apply for this job.

Please submit one application or resume for each job you are applying for.

- Optional Application for Federal Employment (OF-612)
- Application for Federal Employment (SF-171)
- Resume or Other written application format

**JOB INFORMATION:** Announcement number and lowest grade you wish to be considered for. To receive consideration under the Merit Promotion Plan and the Excepted Service Examining Plan you must submit a written request with your application.

**PERSONAL INFORMATION:** Full name, mailing address (with zip codes), day and evening telephone numbers, Social Security Number, Country of citizenship;

**WORK EXPERIENCE:** Give the following for your paid and non-paid work experience related to the job for which you are applying: Job title; Duties; Employer/Supervisor's name, address and/or telephone number; Starting and ending dates of employment must include - month and year; Average hours worked per week; Indicate if we may contact your current supervisor.

**OTHER QUALIFICATIONS:** Job related training courses (title and year); Job related skills, for example: other languages, computer software/hardware, tools, machinery, typing speed; Job related certificates and licenses (if you are a licensed medical professional, submit a copy of your license to practice); Honors, awards, and special accomplishments, for example: publications, memberships in professional or honor societies, leadership activities, public speaking, and performance awards.

#### **SUPPORTING DOCUMENTATION :**

Supporting documentation requested to complete the application process

1. If claiming Indian Preference, you must submit the BIA Form 4432 'Verification of Indian Preference for Employment in BIA and IHS'.
2. If claiming Veteran's Preference, include a copy of DD-214 Form, and SF-15 if claiming 10 point Veteran's Preference.
3. Copy of latest Personnel Action (SF-50), if a current or former Federal employee, and/or if requesting Reinstatement Eligibility.
4. Transcripts must be provided if substituting education for experience and/or if the position has a positive education requirement.
5. Addendum to Declaration for Federal Employment, This is designated as a Childcare position under P.L. 101-630 Indian Child Protection.
6. Declaration for Federal Employment

#### **Contact Information:**

Bernice Hugs  
Phone: 406-247-7216

Fax: 406-247-7251  
TDD: 301-443-6394  
Email: BILBAHR@ihs.gov

Or write:  
Department Of Health And Human Services  
INDIAN HEALTH SERVICE  
2900 4TH AVE NORTH  
BILLINGS, MT 59107  
US  
Fax: 406-247-7251

**What To Expect Next:**

Once your complete application is received we will conduct an evaluation of your qualifications and determine your ranking. The most highly qualified candidates will be referred to the hiring manager for further consideration and possible interview. You will be notified of the outcome.

EEO Policy Statement

The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.

Reasonable Accommodation Policy Statement

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application and hiring process should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

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INDIAN HEALTH SERVICE  
2900 4TH AVE NORTH  
BILLINGS, MT 59107  
US  
Fax: 406-247-7251

**Questions?****For questions about this job:**

Bernice Hugs  
Phone: 406-247-7216  
Fax: 406-247-7251  
TDD: 301-443-6394  
Email: BILBAHR@ihs.gov

USAJOBS Control Number: 1299437

